

**MINUTES**  
**SPECIAL MEETING OF THE CIVIL SERVICE COMMISSION**  
**DISCIPLINARY APPEAL HEARING – REINA SCHAEZL**  
**MONDAY, NOVEMBER 26, 2012**  
**6:00 P.M.**

A Special Meeting of the Signal Hill Civil Service Commission was held on Monday, November 26, 2012 at 6:00 p.m. in the Council Chambers located on the main floor of City Hall.

**CALL TO ORDER**

Chair Parker called the meeting to order for the Civil Service Commission at 6:00 p.m.

PRESENT:                   COMMISSIONER STRICHART  
                                 COMMISSIONER VIRGA  
                                 COMMISSIONER YOCHUM  
                                 VICE CHAIR GRIGGS  
                                 CHAIR PARKER

ABSENT:                   NONE

**PUBLIC BUSINESS FROM THE FLOOR**

There was no public business from the floor.

**INTRODUCTION AND OPENING OF HEARING**

Chair Parker announced, “This is a hearing on the appeal by Reina Schaetzl of her two-step pay reduction in her position of Assistant Planner with the City of Signal Hill.” Chair Parker proposed that he be selected as the presiding officer for the hearing.

The following vote resulted:

AYES:                   COMMISSIONER STRICHART  
                                 COMMISSIONER VIRGA  
                                 COMMISSIONER YOCHUM  
                                 VICE CHAIR GRIGGS

NOES:                   NONE

ABSTAIN:               CHAIR PARKER

ABSENT:               NONE

Chair Parker recorded the presence of the employee, Reina Schaetzl and the fact that she was representing herself in this matter. Chair Parker asked Ms. Schaetzl if she understood what self-

representation entailed and that it would include presenting all evidence and questioning all witnesses. Ms. Schaetzl stated that she understood. Chair Parker recorded the presence of Steve Filarsky, the representative/attorney for City Staff and counsel for the Commission, Pam Lee.

Chair Parker announced that all witnesses other than the one currently testifying would be excluded from the hearing unless the Commission, in its discretion, for good cause, otherwise directed.

### **COMMISSION REVIEW OF ALL DISPUTES**

No disputes were brought before the Commission.

### **FINAL STIPULATION OF FACTS OR ISSUES DISSEMINATED ALONG WITH ANY BRIEFS**

Chair Parker asked counsel if there were any written or oral disputes that they wished to raise at this time and have the Commission rule on as its first order of business. Mr. Filarsky stated that the parties had not stipulated to any evidence in advance of the hearing.

### **OPENING STATEMENT - RESPONDENT**

Mr. Filarsky made his opening statement on behalf of City staff.

### **OPENING STATEMENT – APPELLANT**

Ms. Schaetzl made her opening statement.

### **PRESENTATION OF EVIDENCE – RESPONDENT**

The Commission heard testimony from the following:

Reina Schaetzl, Assistant Planner, Community Development Department

During the examination of Ms. Schaetzl, City Exhibits 1 through 17 were moved into evidence by Mr. Filarsky and accepted into evidence by Chair Parker.

### **CROSS EXAMINATION OF WITNESS – APPELLANT**

There was no cross examination of Ms. Schaetzl.

## **ADJOURNMENT**

Chair Parker continued the hearing to its next scheduled meeting to be held on Wednesday, November 28, 2012 at 6:00 p.m. in the Council Chambers of City Hall, 2175 Cherry Avenue, Signal Hill, CA 90755.

The motion carried unanimously.

Chair Parker adjourned the meeting at 9:35 p.m.

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Victor Parker  
Chair

Attest:

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Mary Gilmore  
Commission Secretary